

(1) ☐ JUSTICE COURT \_\_\_\_\_, COUNTY OF \_\_\_\_\_

(2) ☐ MUNICIPAL COURT \_\_\_\_\_, COUNTY OF \_\_\_\_\_

(3) ☐ ARIZONA SUPERIOR COURT, COUNTY OF \_\_\_\_\_

(4) Petitioner/Plaintiff ☐ Judgment Creditor ☐ Judgment Debtor

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Phone(s): \_\_\_\_\_

Attorney: \_\_\_\_\_

(7) Case No.: \_\_\_\_\_

(5) Respondent/Defendant ☐ Judgment Debtor ☐ Judgment Creditor

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Phone(s): \_\_\_\_\_

**WRIT OF GARNISHMENT  
AND SUMMONS  
(EARNINGS)  
(A.R.S. §12-1598.04)**

(6) Garnishee

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Phone(s): \_\_\_\_\_

Attorney: \_\_\_\_\_

TO THE SHERIFF, CONSTABLE OR OTHER AUTHORIZED PROCESS SERVER IN (8) \_\_\_\_\_  
COUNTY: You are commanded to summon garnishee named above, who is believed to be in your county, to  
answer the following claims:

**STATEMENTS OF THE JUDGMENT CREDITOR**

1. Judgment creditor was awarded a judgment or order against (9) \_\_\_\_\_,  
judgment debtor.

2. The amount of the outstanding balance on the judgment or order, including accrued interest and allowable  
costs, is (10) \_\_\_\_\_. Interest accrues at the rate of (11) \_\_\_\_\_% per (12) \_\_\_\_\_.

The cost of serving this Writ of Garnishment will be as shown on the Affidavit of Service and may be added  
to the judgment.

3. Judgment creditor believes garnishee owes or will owe earnings to the judgment debtor in the next 60 days.
4. The names and addresses of all parties are listed in (4), (5) and (6).

### TO THE GARNISHEE

YOU SHALL answer all the following questions in writing, under oath, on a separate document. Your answer shall be filed with the Court Clerk within 10 business days after you are served with this Writ of Garnishment.

1. Have you identified the judgment debtor, and if not, what steps were taken to do so and why were they unsuccessful?
2. Did you employ the judgment debtor on the date you received the Writ of Garnishment and Summons (Earnings)?
3. If not employed by you on that date, what was the last day on which you did employ the judgment debtor?
4. Will you owe earnings to the judgment debtor within 60 days of the date on which you received the Writ?
5. What will be the judgment debtor's next two paydays and what is the length of the judgment debtor's pay period (e.g, daily, weekly, bi-weekly, semi-monthly)?
6. Is the judgment debtor already subject to an existing wage assignment, garnishment or levy, and if so, what is the name, address and telephone number of that judgment creditor?

### SUMMONS

A Writ of Garnishment has been issued, naming you as garnishee. You are required to answer this Writ in writing, under oath, and file the answer with the Court Clerk within 10 business days after service on you. If you fail to file an answer, you may be ordered to appear in person to answer this Writ, and a default judgment may be entered against you. If a default judgment is entered against you, you may be ordered to pay the full amount shown on this Writ, plus judgment creditor's costs and attorney fees.

**THIS SUMMONS IS NOT A REQUEST TO SEND MONEY TO THE COURT. DO NOT RELEASE FUNDS SUBJECT TO GARNISHMENT UNLESS THE COURT ORDERS YOU TO DO SO. IF YOU HAVE BEEN PROPERLY NAMED A GARNISHEE IN THIS ACTION, UPON RECEIPT OF THIS WRIT, YOU SHOULD IMMEDIATELY WITHHOLD NONEXEMPT EARNINGS FROM THE JUDGMENT DEBTOR'S PAYCHECK PENDING RECEIPT OF AN ORDER OF CONTINUING LIEN.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Judicial Officer

### NOTICE TO GARNISHEE

You should have been served with a blank Garnishee's Answer form. You may complete and file this form to make your required answer.